Division of Assessment Implementation
DAC Monday Email for January 13, 2003

Question of the Week!

Q: What content is acceptable for cue cards or cue notebooks used with special education students?
A: The Inclusions regulation (703 KAR 5:070) discusses cue cards on p. 26 in the section on prompting and cueing. A portion of that section is quoted below:

"The ARC or 504 Committee shall consider under what conditions a student will use prompting and cueing on a routine basis during instruction. If a student uses a cue card or other strategy on a daily basis during instruction as stipulated by the student's IEP or 504 Plan, (e.g., edit or revision checklist, mnemonic device, formulas), the student may use the cue card or strategy during the state-required Assessment. The teacher shall not point out the steps. The use of these strategies and guides for assessment shall be student initiated and not teacher initiated."

The regulation does not address every possible type of content that cue cards or cue notebooks could contain. The contents of cue cards or cue notebooks should be consistent with the needs of the child and his/her specific disability. We do not have a list of allowed and not allowed items to include, because of the specificity needed for each individual child's needs. Some schools want to put everything in the world in these notebooks and the students just end up confused and frustrated. The contents should be appropriate for the child and usable by the child without help or prompting.

In summary, if cue cards or cue notebooks are called for by the diagnostic evidence and the opinion of the ARC, then they can be used on the state-required assessment, if they are on the IEP/504 Plan (listed under "other" on the modifications/accommodations checklist) and used in routine classroom work. Students cannot be prompted by proctors or aides to use the cue cards/notebooks during the state assessment. Their use must be self-initiated.

Promotion Practices and Assessment
It has come to our attention that there is a need to propose a change to our Promotion Practices in regard to the state-required assessments (Section 2, 2002-2003 DAC Implementation Guide, page 119).

Presently, if a student is promoted to a higher grade level and bypasses an accountability grade(s), the decision to promote the student must include a procedure for assuring that the student will participate in the assessment components for the grade(s) being skipped.

This change is being proposed because it is thought that a student required to take more than one grade's CATS assessments in a year is over-tested and is not a fair situation for the student. For example, a student who is identified as gifted and whose best placement is a grade level or more above the grade in which the student is currently enrolled seems to be penalized for giftedness by being required to take more than one grade's assessments. The focus for all promotion decisions, including assessment participation, needs to be on what is best for each individual student.

Unless you see challenges that may not have been considered, the Department is going to implement the proposed change that would eliminate the requirement for students who are promoted and bypass an accountability grade(s) to participate in assessments from the grade(s) they skip. This change would become effective for the Spring 2003 assessments.

If you have concerns with this change, please email Rhonda Sims by January 20th.

Assessment Meetings Scheduled
Listed below are the dates, places, and addresses for the assessment meetings. You may attend any of the meetings that best fit your schedule. Please contact Kathy Moore (kmoore @kde.state.ky.us or 502-564-4394) to register. She will need the following information: DAC name, names of any others attending, district, and location/date. This year we will be placing materials on the web in advance of the meetings. The meetings will then focus more on your questions, concerns and trouble-shooting. Director's of Special Education, Co-op Representatives, and Regional Service Center personnel are also invited to attend. An agenda will be sent later with approximate times.

Feb. 11 - Ashland Plaza Hotel (Ballroom), 15th Street and Winchester, Ashland
Feb. 12 - Jenny Wiley State Park (Conference Center-Cherokee Room), 75 Theatre Court, Prestonsburg
Feb. 13 - Natural Bridge State Park (Activity Center), 2135 Natural Bridge Road, Slade
Feb. 18 - Lake Barkley State Park (Convention Center-Room A), P.O. Box 790, Cadiz
Feb. 19 - Holiday Inn University Plaza (Conference Center-Rooms 1 & 2), 1021 Wilkinson Trace, Bowling Green
Feb. 20 - Pine Mountain State Park (Convention Center-Laurel and Azalea Rooms), 1050 State Park Road, Pineville
Feb. 25 - General Butler State Park (Conference Center), 1608 Highway 227, Carrollton
Feb. 26 - Howard Johnson, 209 Commerce Drive, Elizabethtown
Mar. 4 - History Center (Brown-Forman Room), 100 Broadway, Frankfort (NOTE: This was incorrectly listed as March 5 earlier! If you have signed up for March 5, we will keep you on the list for March 4, unless you contact Kathy Moore and let her know that you need to register for a different date. SORRY for the mix-up!)

Missing Pages from DAC Guide
Some very astute DACs out there have noticed that pages 217 and 218 of Appendix E are blank when you download or print the 2002-2003 DAC Implementation Guide. Those pages were accidentally left out of the document. These are the same as pages 140 and 141 of last year's DAC Guide. If you are a new DAC, we can fax these pages to you if you request it. (The file is too large to email.)

Administration Code Training
The first training date of January 15 is full. We are adding another training on January 29 from 12:30-3:30 PM. It will be held in the 18th Floor Conference Room of the Capital Plaza Tower, 500 Mero Street, Frankfort. To register, send the names of individuals to Kathy Moore (kmoore @kde.state.ky.us or 502-564-4394). ***Individuals attending the training will need to enter the Capital Plaza Tower through the main lobby and sign in. A photo ID is required.***

NO MONDAY EMAIL FOR JANUARY 20, 2003 (MARTIN LUTHER KING HOLIDAY).